



THE CALIFORNIA DEPARTMENT OF TRANSPORTATION INVITES YOU TO ATTEND A PLANNING GRANT WORKSHOP

The California Department of Transportation (Department) is committed to improving mobility across California. In the spirit of this commitment, the following transportation planning grant programs have been established:

- Environmental Justice
- Community Based Transportation Planning
- Partnership Planning
- Transit Planning
 - ◆ Transit Technical Planning Assistance
 - ◆ Statewide Planning Studies
 - ◆ Transit Professional Development

To learn more about these Planning Grants available through the Department, public workshops are being held throughout the State. The dates and locations are:

Monday, September 24, 1:00 p.m.,

California Department of Transportation
Auditorium, 111 Grand Avenue
Oakland
RSVP or questions call (510) 286-5503

Tuesday, September 25, 1:00 p.m.

Yuba County Office of Education
One-Stop Center, Room 183, 1114 Yuba Street
Marysville
RSVP or questions call (916) 327-1544

Tuesday, October 2, 1:00 p.m.

Southern California Association of Governments
818 West Seventh Street, San Bernardino Room (A&B)
Los Angeles
RSVP or questions call (213) 897-0409

Thursday, October 4, 1:00 p.m.

California Department of Transportation
2015 East Shields, Manchester Mall, Room 145
Fresno
RSVP or questions call (559) 445-5867

Information on the Department of Transportation's Planning Grants is attached for your review. This information will also be available on our website at <http://www.dot.ca.gov/hq/tpp/Offices/Planning/>

These workshops will also include information on grants available from other divisions within the Department and grants available from the California Department of Housing and Community Development.

If you plan to attend one of the workshops, please RSVP to the appropriate telephone number listed above. When calling to RSVP for the workshops, please let us know if you need language translation/interpretation or other accommodation.

If you have additional questions concerning this grants application package, please contact the California Department of Transportation at (916) 654-8175 or (916) 651-6883.



FYs 2001/2002 & 2002/2003

**Division of Transportation Planning
2001 – 2003 Grants Package**



Introduction

The California Department of Transportation, (also known as Caltrans) Division of Transportation Planning (DOTP) provides planning funds on a competitive basis and each application will be rated based on the materials and responses to the questions submitted for each grant. These grants provide funding support for conducting public and intermodal transportation planning studies, training and development of transit planning professionals, demonstration projects for environmental justice in planning, and transportation/land use planning projects that support livable communities. The results of the studies/projects often lead to the programming and implementation of transportation capital improvement projects that reduce congestion and improve mobility across California.

Approximately \$8.5 million will be available each year for grants to local jurisdictions for the 2001/2002 and 2002/2003 Fiscal Years (FYs). Note: 2002/2003 Fiscal Year funds are estimates only pending State Budget approval. There are six different grants available, including:

• Transit Technical Planning Assistance	Page 28
• Statewide Planning Studies	Page 29
• Transit Professionals Development	Page 30
• Environmental Justice	Page 32
• Community Based Transportation Planning	Page 33
• Partnership Planning	Page 39

Caltrans' DOTP invites applications for the FY 2001/2002 and FY 2002/2003 grants. Caltrans' Office of Regional and Interagency (ORIP), Office of Community Planning (OCP), and the Office of Policy Analysis and Research (OPAR) administer the DOTP grants. Federal Transit Administration (FTA), Federal Highway Administration (FHWA) and State Highway Account (SHA) dollars fund these grants. See pages nine and ten for individual grant summaries, available grant budget and grant caps.

The six grants noted above have different eligibility and matching requirements, so please read each description carefully. There is no restriction on how many projects can be submitted by any one entity per application period. However, the same project may not receive funding from any other grant program administered by DOTP. There is no need to submit the same project application for more than one grant program. DOTP may consider funding project proposals from a different grant program than was originally submitted if that proposal meets requirements for an alternative grant program for the benefit of the applicant.

This application package and additional information are located on the Caltrans Division of Transportation Planning web site at:

<http://www.dot.ca.gov/hq/tpp/Offices/Planning/>

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2001 - 2003 Division of Transportation Planning Grant Application Requirements

Please provide a detailed description of the project proposal, using the attached grant application (pages 14 through 20), which answers the following questions:

- Lead agency and contact person responsible for project management.
- Complete and concise project description.
- Detailed description of the project study area (include map or diagrams, if applicable).
- Justification for the project and how it meets all eligibility requirements of the grant.
- Public participation/involvement information.
- Benefits of the project, including its statewide and/or regional significance.
- Consequences of delaying or not funding the project.
- Disadvantaged Business Enterprise (DBE) information.
- Draft Overall Work Program Work Element, or Proposal Summary Sheet.

MULTI-PUBLIC AGENCY PROPOSALS:

Multi-public agency proposals must contain written endorsement and commitment to the project by all partners. This would include identifying the specific work and amount of funding each partner will contribute and identify who will act as the lead administrative agency.

FINAL PRODUCTS:

List all final products and documents to be produced from this project. Also, identify distribution plan for final products including distribution methods (i.e., internet, mailings, etc.) and potential recipients.

OWNERSHIP OF PRODUCTS:

Any technology or inventions that may result from the use of these grants are in the public domain and may not be copyrighted, sold or used exclusively by any business, organization or agency. The awarding agency reserves a royalty-free nonexclusive and irrevocable license to reproduce, publish or otherwise use and to authorize others to use for government purposes.

ADMINISTRATIVE COST REQUIREMENT:

Administrative costs for these projects must not exceed 10 percent.

2001 - 2003 Division of Transportation Planning Grant Application Requirements – Continued

PROJECT DEVELOPMENT SCHEDULE REQUIREMENT:

Include a time line broken out by funding per task. Please refer to grant specific requirements to determine timeline/completion date. Please see sample Proposal Schedule and Funding on page 21.

OVERALL WORK PROGRAM REQUIREMENT:

Metropolitan Planning Organizations and Regional Transportation Planning Agencies must include their awarded projects in their Overall Work Programs (OWP). Projects awarded to counties or cities should be included as an informational item in the appropriate Metropolitan Planning Organization/Regional Transportation Planning Agency OWP.

AUDIT REQUIREMENT:

Any grant recipient spending more than \$300,000 federal funds annually is required to perform an audit. See Office of Management (OMB) Circular A-133 – Audits of States, Local Governments, and Non-Profit Organizations dated June 24, 1997.

<http://www.whitehouse.gov/omb/circulars/a133/a133.html>

PRE-AWARD AUDIT REQUIREMENT:

Consultant contracts in excess of \$250,000 require a pre-award audit. See Caltrans Local Programs Procedures (LPP) 00-05 – Pre-Award Audit Requirements and Consultant Procurement dated December 15, 2000. <http://www.dot.ca.gov/hq/LocalPrograms/lpp/LPP00-05.pdf>

TITLE VI NON-DISCRIMINATION REQUIREMENT:

Title VI of the U.S. Civil Rights Act prohibits discrimination on the basis of race, color, or national origin in programs and activities receiving Federal financial assistance. Specifically Title VI provides that

No person in the United States shall, on the ground of race color, or national origin be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving financial assistance from the federal government.

As an agency that both receives and passes through federal funds, the California Department of Transportation is responsible for complying with civil rights requirements and for monitoring compliance of the subrecipients who receive these pass-through funds. The Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) have requirements that each recipient submit information to ensure continued compliance with Federal Title VI regulations. This requirement also applies to subrecipients who receive state funds from Caltrans.

2001 - 2003 Division of Transportation Planning Grant Application Requirements – Continued

ENVIRONMENTAL JUSTICE (EJ) REQUIREMENT:

In 1994, Presidential Executive Order 12898 was signed, requiring to the greatest extent allowed by law that each Federal agency make achieving environmental justice part of its mission by identifying and avoiding “disproportionately high and adverse human health or environmental effects” on minority and low-income populations in administering and implementing its programs, policies and activities. This policy affects the work done within Caltrans. Executive Order 12898 specifically identified minority and “low-income” populations as groups who must be considered in the decision-making for transportation. EJ strives to ensure a full and fair participation by all potentially affected communities in the transportation decision-making process. Its principles must be considered in all stages of transportation development from early planning through final construction and system operation.

PUBLIC PARTICIPATION/INVOLVEMENT REQUIREMENT:

The federal Transportation Equity Act for the 21st Century (TEA-21) and its predecessor, the federal Intermodal Surface Transportation Efficiency Act are both emphatic about the role of public participation in the transportation decision-making process. In addition, the federal Interim Policy on Public Involvement requires Caltrans to promote an active role for the public in the development of transportation plans, programs, and projects (from early stages of planning through detailed project development, construction and maintenance). The previously mentioned Executive Order 12898 on Environmental Justice (1994), Title VI of the Civil Rights Act of 1964, United States Codes 23 and 49, and a host of other federal laws and regulations all require public involvement in transportation decision making.

California laws also contain many specific requirements for public involvement and participation in transportation decision-making. Caltrans supports balanced representation in the transportation planning process. Caltrans’ policy requires that the delivery of transportation programs be consistent with the requirements of all relevant laws, including a TEA-21 planning requirement to involve low-income and minority populations. Caltrans considers it a good planning practice, and the federal Interim Policy on Public Involvement strongly encourages the Department to seek out and consider the needs of all stakeholders, especially those that are traditionally under-served.

DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENT:

Applicants must comply with Title VI Civil Rights requirements regarding DBE programs. See 49 CFR Parts 23 and 26 Participation by Disadvantaged Business Enterprises in the Department of Transportation Programs and Caltrans’ Local Assistance Procedures Manual Chapter 9 dated February 1, 1998. <http://www.dot.ca.gov/hq/LocalPrograms/lpp/lpp01-04.pdf>
<http://www.fta.dot.gov/library/legal/frdot2299.pdf>

General Emphasis Areas and Priorities

Project proposals should take into consideration the following general criteria:

Federal Planning Emphasis Areas

- Mainstreaming safety in the transportation planning and decision-making process;
- Incorporation of environmental streamlining as a policy and planning analysis theme within planning processes;
- Transportation system management and operation;
- Demonstrated compliance with Title VI of the Civil Rights Act and accommodation of the principles of environmental justice;
- Coordination of non-emergency transportation services;

State Priorities

- Relieve gridlock in congested commuter corridors;
- Increase safety of roads;
- Provide alternatives to highways where feasible, including connections between different modes of transportation, such as commuter rail/bus terminals or park and ride lots;
- Increase emphasis on the special transportation needs, particularly transit, of fast-growing populations such as new immigrants and the elderly;
- Increase emphasis on the use of intelligent transportation systems and other technology, particularly the internet (for applications such as transit and traveler information);
- Build upon other grants and projects which integrate land use, housing (including affordable), jobs, services and entertainment needs of the public;
- Broaden the base of organizations participating in or performing the project support for integrated, regional, “smart” planning;
- Preserve the transportation system;
- Maintain California’s economic prosperity, in part by moving goods and products more quickly and efficiently;
- Maximize efficient fuel and energy usage;
- Provide an affordable, accessible transportation system that serves all Californians;
- Enhance involvement of low-income and minority communities;
- Enhance the environment and reflect community values; and
- Educate local, regional and state planners, decision makers and users (including goods movement industry and the community) on the effective utilization of the transportation system.

Grant Specific Objectives

Project proposals should take into consideration the following grant-specific objectives:

COMMUNITY BASED TRANSPORTATION PLANNING GRANTS

- Project supports commonly understood livable community concepts such as: long-term sustainable economic growth; mobility and transportation choices; transit oriented or mixed-use development; pedestrian/bicycle/ transit linkages; jobs and housing balance; re-use or infill/compact development; community/economic development etc.;
- Addresses a deficiency, conflict, or opportunity in coordinating land use and transportation;
- Induces additional community benefits or helps guide the overall project to the next level of planning, and/or forms the basis with which additional support for the overall project can be obtained from other sources;
- Pertains to a study area where remedies to deficiencies in balanced, multi-modal transportation planning will provide significant community benefit;
- Provides regional/interregional benefits;
- Compliments Caltrans project(s) within the study area;
- Addresses a potential redevelopment or infill area;
- Supports an increase in residential development or rehabilitation capacity, revitalization of an area including residential uses, or improvement of transportation service that would benefit residential uses; and
- Demonstrates cost-effectiveness and results in significant outcome applicable to other parts of the State.

PARTNERSHIP PLANNING GRANTS

- Projects are planning studies having statewide benefit and/or multi-regional significance jointly performed by Caltrans and Metropolitan Planning Organizations/Regional Transportation Planning Agencies
- Reflect benefits, the project must result in improvements to the State or regional transportation system.
- Reflect critical need, the project must result in improvements to public involvement and consensus efforts including government-to-government relations; enhanced ability to plan or operate, collect data on, and/or provide information about state, regional or local transportation systems and improved ability to plan and implement transportation services, systems and projects.

TRANSIT TECHNICAL PLANNING GRANTS

- Project is a public or intermodal transportation planning study in rural and small urban transit service areas (defined as non-urbanized areas up to 50,000 population per the last census); and

Grant Specific Objectives – continued

TRANSIT PROFESSIONAL DEVELOPMENT GRANTS

- Results in increased efficiency, increased use, and expansion of rural and small urban public transit systems.
- Project will fund training and development of transit planning professionals and/or provide for student internships in a public transportation agency; A public or private training entity with expertise in the public transportation industry shall provide employee training (not by in-house staff) and
- Result in increased efficiency and further the resolution of problems confronting public transportation as it relates to the education of current and future employees.

STATEWIDE PLANNING GRANTS

- Project is a transit study that has statewide or multi-regional significance to assist in reducing urban transportation needs and improving transit service; and
- Reflects a critical need, e.g., improved public involvement, improved government-to-government relations, and enhanced ability to plan and implement State, regional or local transportation services and projects.

ENVIRONMENTAL JUSTICE GRANTS

- Project develops practical guidelines and approaches for implementing environmental justice in local planning;
- Contributes to participatory and context-sensitive planning by low-income and minority communities early in the planning process;
- Contributes to improved mobility, access and quality of life for affected communities;
- Improves economic vitality in low-income and minority communities through partnerships between businesses and community-based organizations;
- Encourages under-served communities to become stakeholders in planning while fostering investments by businesses and community organizations; and
- Does not duplicate or overlap any environmental studies, plans or documents that are normally associated with project development under NEPA or CEQA.

Project Screening Criteria

Grant-specific selection committees will be convened to rank those proposals that meet the minimum project evaluation criteria. Information provided by the applicant in response to all grant application and grant-specific supplemental questions will be considered in determining the final ranking and recommendations of proposals that meet the minimum project evaluation criteria. During the formal evaluations of the grant proposals, the selection committees for each grant program will review and rate each proposal by assigning a numerical score based on the clarity and completeness of the proposal. At a minimum, applications should provide the following:

1. Conformance to required level of detail in answering questions. Each question must be answered completely and required items provided (i.e. maps, Programs, Work Element/Proposal Summary Sheet).
2. Detailed description of project. The proposal includes project purpose, need, justification and benefits (including statewide and/or regional significance).
3. Discussion of how the project addresses emphasis areas, priorities and one or more of the eligibility criteria of the grant and supplemental questions provided in the application materials for each grant program.
4. Project products and outcomes. The applicant must clearly describe all tasks and products necessary to complete the project, including staff time, analysis and research, development of alternatives, recommendations, implementation schedules and follow up strategies (i.e. presentations to governing board, efforts to identify future operational and capital improvements).
5. Complete and feasible Proposal Schedule and Funding documentation, as requested in general application materials, with reasonable estimated costs.

Timeline

Milestones	Fiscal Year 2001/02												Fiscal Year 2002/03												Fiscal Year 2003/04											
	A	S	O	N	D	J	F	M	A	M	J	J	A	S	C	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	
FY 2001/02 and 2002/03 Cycle																																				
Application Process																																				
DOTP distributes unified grant application																																				
Districts distribute RFPs																																				
District staff work with local agencies																																				
Public Outreach Workshops																																				
Proposals are due from applicants to the Districts																																				
Districts submit proposals to DOTP																																				
DOTP staff reviews applications																																				
DOTP convenes selection committees																																				
DOTP approves final projects list																																				
Approved proposals are included in OWPs/OWPA																																				
Work commences on Project																																				
FY 2003/04 Cycle																																				
Application Package Released																																				
Work commences on Project																																				

Approximately \$10 million will be available each year for grants to local jurisdictions for the 2001/2002 and 2002/2003 Fiscal Years (FYs). Note: 2002/2003 Fiscal Year funds are estimates only pending State Budget approval.

Grant Program Summary Chart

GRANT	FUND SOURCE	PURPOSE	PROJECT TYPES	ELIGIBILITY	LOCAL REQUIREMENT
Transit Technical Planning Assistance	FTA Section 5313(b) Budget: \$478,806 Grant Cap \$80,000	Fund public and intermodal transportation planning studies in rural transit areas of California (population 50,000 and less)	Short Range Transit Development Plans, Transit Marketing Plans, Site Selection Studies, Transit Service Implementation Plans, Ridership Surveys, Social Service Improvement Studies, Coordination Studies.	<u>RTPAs / MPOs:</u> Transit operators, Public agencies, Cities & Counties, Private non-profit organizations (NPOs), Community-based organizations (CBOs) and Native American Tribal Governments apply through RTPAs/MPOs.	11.47% non-federal funds
Statewide Planning Studies	FTA Section 5313(b) Budget: \$878,806 Grant Cap: \$300,000	Fund studies on transit issues having statewide or multi-regional significance to assist in reducing urban transportation needs and improving transit service.	Statewide transit planning surveys and research GIS development Transit planning handbook/ procedures development for transportation	<u>RTPAs / MPOs :</u> Transit operators, Public agencies, Cities & Counties, Universities *, NPOs/CBOs, Native American Tribal Governments * apply through RTPAs/MPOs.	11.47% non-federal funds
Transit Professionals Development	FTA Section 5313(b) Budget: \$300,000 Grant Cap \$50,000	Fund training and development of transit planning professionals and students.	Formal classes Workshops Internships for university students “Train the trainer” classes	<u>RTPAs / MPOs :</u> Transit operators, Public agencies, Cities & Counties, Universities*, NPOs/CBOs, Native American Tribal Governments * apply through RTPAs/MPOs.	11.47% non-federal funds

NOTE * Native American tribal governments and Universities may be considered for direct contract with the Department dependent on the nature of the proposal and/or the ability to meet the administrative requirements for the fund source.

Grant Program Summary Chart

GRANT	FUND SOURCE	PURPOSE	PROJECT TYPES	ELIGIBILITY	LOCAL REQUIREMENT
Environmental Justice	Local Assistance (State) Funding Budget: \$3,000,000 Grant Cap: \$300,000	Fund a series of one-time demonstration projects for environmental justice in planning to highlight the most effective processes and policies.	Grants for integrating environmental justice into planning and decision-making, public outreach efforts, development of community organization databases, and identification of minority and low-income community needs and concerns in transportation, impact analyses, energy efficiency in transportation, and adopting new technology for improving mobility and access.	<u>RTPAs/MPOs /Cities /Counties as applicants or co-applicants.</u> The following may submit proposals only as co-applicants: Cities, Counties, Universities, Native American Tribal Governments, Transit agencies, private Sector entities, and Non-Profit Organizations/Community Based Organizations.	Local contribution of 10% of the total project cost is required (in-kind contribution maximum is 5%). The project is mainly funded by state funds *.
Community Based Transportation Planning	Local Assistance (State) Funding Budget: FY 01/02: \$3,000,000 FY 02/03 (est.): \$3,000,000 Grant Cap: \$300,000	Fund transportation/land use planning projects that support livable community concepts.	Projects may address long-term sustainable economic growth, mobility and transportation choices, transit oriented development, mixed-use development, pedestrian/bicycle/ transit linkages, jobs and housing balance, re-use or infill/compact development, community/economic development, etc. Project proposals must have a transportation objective.	<u>RTPAs/MPOs/Cities/Counties as applicants or co-applicants.</u> The following may submit proposals only as co-applicants: Universities, Native American Tribal Governments, Transit agencies, private Sector entities, Non-Profit Organizations/Community Based Organizations or Caltrans Districts.	20% local or in-kind contribution.
Partnership Planning	FHWA State Planning and Research Budget: \$847,700 Grant Cap: \$300,000	Fund regional transportation planning studies having statewide or multi-regional significance. Projects are to be performed jointly with Caltrans staff.	Regional transportation planning studies with a statewide or multi-regional perspective and benefit. Project proposals must not exceed \$300,000 in FHWA funding request.	<u>RTPAs & MPOs as applicants:</u> Projects are to be performed jointly with Caltrans staff. Native American Tribal Governments may apply through MPO/RTPAs.	20% non-federal funds. Additional non-federal participation desired.

* Proposals with private sector partnerships are required to have 20% of costs paid by the private sector as the local match (does not apply to Partnership Planning grants)

HQ Transportation Planning

P.O. Box 942874

Sacramento, CA 94274-0001 *

Phone: 916-653-1637

Caltrans Planning Contacts

District 1

1656 Union Street
P. O. Box 3770
Eureka, CA 95502-3770 *
Phone: (707) 445-6333

District 2

1657 Riverside Drive
P.O. Box 496073
Redding, CA 96049-6073
Phone: (530) 225-3484

District 3

703 B Street
P.O. Box 911
Marysville, CA 95901 *
Phone: (530) 741-4277

District 4

P.O. Box 23660
Oakland, CA 94623-0660 *
Phone: (510) 285-6196

District 5

San Luis Obispo,
CA 93401-5415*
Phone: (805) 549-3130

District 6

1352 West Olive Avenue
P.O. Box 12616
Phone: (559) 488-4260

District 7

120 South Spring Street
Los Angeles, CA 90012
Phone: (213) 897-4279

District 8

464 West Fourth Street
San Bernardino, CA 92401
Phone: (909) 383-4147

District 9

500 South Main Street
Bishop, CA 93514
Phone: (760) 872-0691

District 10

1976 East Charter Way
P.O. Box 2048
Stockton, CA 95201
Phone: (209) 948-7906

District 11

2829 Juan Street
San Diego, CA 92186-5406 *
Phone: (619) 688-6460

District 12

3337 Michelson Dr., #380
Irvine, CA 92612-8894
Phone: (949) 724-2255

* Zip code for P.O. Box

DISTRICT BOUNDARIES AND MAILING ADDRESSES

PREPARED BY
DIVISION OF TRANSPORTATION
PLANNING



State of California

Business, Transportation and Housing Agency
Department of Transportation

JEFF MORALES

Director

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Phone: (916) 654-2852



REGIONAL TRANSPORTATION PLANNING SENIORS (updated 8/29/01)

DISTRICT	CALTRANS SENIOR	REGIONAL TRANSPORTATION PLANNING AGENCY (RTPA)	
<u>DISTRICT 1</u> 1656 Union Street Eureka, CA 95501 (P.O. Box 3700) 95502	Michelle Fell (707/445-6333) FAX: (707) 441—5869	Del Norte LTC Humboldt COG Lake COG Mendocino COG	
<u>DISTRICT 2</u> 1657 Riverside Drive Redding, CA 96001 (P.O. Box 496073) 96049-6073	Don Anderson (530-225-3481) FAX: 530-225-3578	Lassen LTC Modoc LTC Plumas LTC Shasta LTC	Tehama LTC Trinity LTC Siskiyou LTC
<u>DISTRICT 3</u> 703 B Street Marysville, CA 95901 (P.O. Box 911)	Jeffrey Pulverman (916-327-3859) Wayne Schnell (530-741-4025) Sacramento FAX: 916-323-7669 Marysville FAX: 530-741-5346	Butte CAG Colusa LTC El Dorado LTC Nevada LTC (Statutorily created RTPA) Placer LTC (Statutorily created RTPA) SACOG - Sacramento Area COG TRPA - Tahoe Basin (Statutorily created RTPA) TMPO - Tahoe Metropolitan Planning Organization	Sierra LTC Glenn LTC
<u>DISTRICT 4</u> 111 Grand Avenue Oakland, CA 94612 (P.O. Box 23660) 94623-0660	Doug Sibley (510-286-5503) Melissa Harmuth-Joshi (510-286-5552) FAX: 510-286-5559	MTC - Metropolitan Transportation Comm. S. F. Bay Area (Statutorily created RTPA)	
<u>DISTRICT 5</u> San Luis Obispo, CA 93401	Tim Rochte (805-549-3130) FAX: 805-549-3077	Monterey LTC (Statutorily created RTPA) Santa Cruz LTC AMBAG – Association of Monterey Bay Area Governments Santa Barbara CAG	San Benito COG San Luis Obispo COG
<u>DISTRICT 6</u> 1352 W. Olive Dr. (P.O. Box 12616) 93778 Fresno, CA 93728	Marc Birnbaum (559-488-4260) FAX: 559-488-4088	Fresno COG Kern COG Kings CAG Madera LTC	Tulare CAG
<u>DISTRICT 7</u> 120 S. Spring Street Los Angeles, CA 90012 – 3606	David Sosa (213-897-0409) FAX: 213-897-1337	SCAG - Southern California Association of Governments	
<u>DISTRICT 8</u> 464 W. Fourth St., 6th Floor San Bernardino, CA 92401 – 1400	Gary Green (909-383-5926) FAX: 909-383-4364	SCAG - Southern California Association of Governments	
<u>DISTRICT 9</u> 500 South Main Street Bishop, CA 93514	Brad Mettam (760-872-0689) FAX: 760-872-0678	Inyo LTC Mono LTC	
<u>DISTRICT 10</u> 1976 East Charter Way Stockton, CA 95206 (P.O. Box 2048) 95201	Jane Wegge (209-948-7112) Carlos Yamzon (209-948-3975) Tom Dumas (209-948-1921) FAX: 209-948-7164	Alpine LTC Calaveras COG Merced CAG San Joaquin COG	Amador LTC Mariposa LTC Tuolumne COG Stanislaus COG
<u>DISTRICT 11</u> 2829 Juan Street San Diego, CA 92110 (P.O. Box 85406) 92186-5406	Mark Baza (619-688-2505) FAX: 619-688-2598	SANDAG - San Diego Association of Governments (Yuma MPO - AZ) SCAG - Southern California Association of Governments	
<u>DISTRICT 12</u> 3337 Michelson Drive, Suite 380 Irvine, CA 92612-8894	Everett Evans (949-223-5436) FAX: 949-724-2592	SCAG - Southern California Association of Governments	



Division of Transportation Planning 2001 – 2003 Grant Application

2001 - 2003 Division of Transportation Planning – Grant Application

Please check only one

<input type="checkbox"/>	TRANSIT TECHNICAL PLANNING ASSISTANCE- FTA Funds
<input type="checkbox"/>	STATEWIDE PLANNING STUDIES – FTA Funds
<input type="checkbox"/>	TRANSIT PROFESSIONALS DEVELOPMENT – FTA Funds
<input type="checkbox"/>	ENVIRONMENTAL JUSTICE – SHA Funds
<input type="checkbox"/>	COMMUNITY BASED TRANSPORTATION PLANNING – SHA Funds
<input type="checkbox"/>	PARTNERSHIP PLANNING – FHWA Funds

Fiscal Year

GENERAL INFORMATION:

Project Title and Location: _____

Applicant: _____

Contact: _____ Telephone: () _____ FAX: () _____

Co-Applicant: _____

Contact: _____ Telephone: () _____ FAX: () _____

Applicant Mailing Address: _____

_____ E-mail : _____

Co-Applicant Mailing Address: _____

_____ E-mail : _____

FUNDING INFORMATION:

Total Project Cost (100%): \$ _____

Local Funds/ In-Kind: (%) \$ _____ Identify Fund Source: _____

Federal Funds Requested (%): \$ _____

State Funds Requested (%) \$ _____

To the best of my knowledge and belief, all information contained in this proposal is true and correct.

Signature of Authorized Official

Telephone Number

Title

Date

2001 - 2003 Division of Transportation Planning – Grant Application

Please mark the funding fiscal year (FY)* in which you are interested (A for first choice and B for second choice). If you only mark one year, we won't consider your project for the alternate year.

- Transit Technical Planning Assistance Grant Program

Funded by Federal Transit Administration Funds. 11.47% Non-federal local match required.
Funds public and intermodal transportation planning studies.

Funds are available for one year. Projects may be phased for two-year period. Extension for a third year is only allowable with both District and HQs approval.

_____ FY 2001/02

FY 2002/03 _____

- Statewide Planning Studies Grant Program

Funded by Federal Transit Administration Funds. 11.47% Non-federal local match required.
Funds studies on transit issues having statewide/multi-regional significance.

Funds are available for one year. Projects may be phased for two-year period. Extension for a third year is only allowable with both District and HQs approval.

_____ FY 2001/02

FY 2002/03 _____

- Transit Professional Development Grant Program

Funded by Federal Transit Administration Funds. 11.47% Non-federal local match required.
Funds training and development of transit planning professionals.

Funds are available for one year. Projects may be phased for two-year period. Extension for a third year is only allowable with both District and HQs approval.

_____ FY 2001/02

FY 2002/03 _____

- Environmental Justice Grant Program

Funded by State Highway Account Funds. 10% Non-State local contribution required.
Funds demonstration projects for environmental justice in planning.

Funds are available for one year. Projects may be phased for two-year period. Extension for a third year is only allowable with both District and HQs approval.

_____ FY 2001/02

FY 2002/03 _____

2001 - 2003 Division of Transportation Planning – Grant Application

- Community Based Transportation Planning Grant Program

Funded by State Highway Account Funds. 20% Non-State local contribution required.

Funds planning projects that support livable community concepts.

Funds are available for one year. Projects may be phased for two-year period. Extension for a third year is only allowable with both District and HQs approval.

_____ FY 2001/02

FY 2002/03 _____

- Partnership Planning Grant Program

Funded by Federal Highway Administration Funds. 20% Non-federal local match required.

Funds regional transportation planning studies performed jointly with Caltrans.

Funds are available for one year only.

_____ FY 2001/02

FY 2002/03 _____

*California State Fiscal Year is July 1 to June 30.

2001 - 2003 Division of Transportation Planning – Grant Application (50pts)

Project Title & Location: _____

Grant Program: _____

- 1) Please provide a detailed description of the project proposal including:
 - Who will perform the project (public agency, consultant, others):
 - Project purpose and need:
 - Project Justification:
 - Project benefits:
- 2) Please provide a one-paragraph project summary.
- 3) Please clearly identify the tasks and products associated with this proposal.
- 4) Please describe the proposal's outcomes: use of analysis and research, development of alternatives, recommendations, implementation schedules, follow up strategies (i.e. presentations to governing board, efforts to identify future operational and capital improvements).
- 5) Project Study area (please include a 4"x 4" map and /or photographic documentation of the area if applicable).
- 6) Please complete for each application a Proposal Schedule and Funding chart and Work Element/Project Summary Sheet.
- 7) Please explain how the proposed project addresses any of the following priorities:
 - Increased emphasis on the special transportation needs, particularly transit, of fast-growing populations such as new immigrants and the elderly;
 - Increased emphasis on the use of technology, particularly the internet, (for applications other than intelligent transportation systems, such as transit and traveler information);
 - Increased emphasis on use of intelligent transportation systems;
 - Builds upon other grants and projects which integrate housing (including affordable), jobs, services and entertainment needs of the public; and
 - Broadened base of organizations participating in or performing the project support for integrated, regional, "smart" planning.

2001 - 2003 Transportation Planning Program – Grant Application

8) Please provide a copy of the applicant agency's current overall Public Participation / Involvement Program or documentation of related activities that you integrate into your general planning practices. The documented Program should address the following:

- Describe how your planning practice has developed a demographic profile to identify the “public” that includes identification of the locations and/or needs of socioeconomic groups “traditionally under-served by transportation” and others, including: low-income, minority populations, elderly, disabled, Native American communities, community based organizations and the limited English proficient. Tell how your planning practice seeks to identify the needs and interests of these communities and how they should be involved in the planning and decision-making.
- Describe how your planning practice seeks to make use of demographic information to examine the distributions across these groups of the benefits and burdens of transportation investments. What methods are used to identify and address any imbalances?
- Describe how your planning program identifies public involvement techniques and practices. Is there adequate data to support the analysis and use of these practices in achieving the performance measures outlined in the planning regulations?
- Describe how this analytical practice will help assess the benefit, impact and distributions of transportation investments.
- Describe how your planning practice will respond to the results or analyses produced.
- Describe how task forces or focus groups created to address the formation and implementation of a public program in your area. How are the participants selected? Do they include non-profit, community-based organizations, special interest groups, or others?

9) Please also respond to the following questions as they relate to your specific project proposal:

- How does this proposal respond specifically to any of the enhanced public involvement described above?

2001 - 2003 Transportation Planning Program – Grant Application

- Describe how this application for funds is the result of an unmet needs process or other community input.
 - Describe how the projects or product will be used. Who are the target groups (i.e., users/public/decision-makers and/or others)?
 - Describe on going public involvement activities that will occur as the project or product is being produced.
 - Will there be additional meetings? How are they advertised?
 - Describe how follow up information will be provided to the meeting participants.
 - Describe to whom and how product information will be made available.
 - Describe who will evaluate the final product and how will the final product be evaluated (users, public, decision-makers, and/or others).
- 10) Please provide a copy of the applicant agency's current approved DBE Program (DBE plans are administered and approved by District Local Assistance office). Describe how this proposed project may meet your DBE program goals?
- 11) Contract selection:
- If consultants are to be utilized for the proposed project, how are they selected?
 - How are Requests for Proposals (RFP's) advertised?
 - Describe how opportunities for CBOs, non-profits are made available (examples: on advisory committees, as meeting facilitators or other).
 - Describe the requirements for submitting a proposal.
 - Describe the sub-contracting opportunities.
 - How does your project promote the participation of Disadvantaged Business Enterprises (DBE's)?

2001 - 2003 Transportation Planning Program – Grant Application

- 12) How will the final products be distributed and to whom?
- 13) Consequences of delaying or not funding the proposal: will not funding this proposal result in adverse short or long term impacts?
- 14) If the applicant received grant funding for any proposal in previous years, has the work been completed?
- 15) Please attach letters of support and/or resolutions for the project.
- 16) Which of these five Federal Planning Emphasis Areas does your project address? Please specify.
 - Safety in Transportation,
 - Environmental Streamlining,
 - Transportation System Management and Operations,
 - Title VI, and
 - Coordination of Non-Emergency Transportation Services.
- 17) Which of the following five goals from the Governor's Transportation Initiative does your project address? Please specify.
 - Relieving gridlock in congested commuter corridors,
 - Increasing the safety of roads,
 - Providing connections between cities and regions,
 - Providing connections between different modes of transportation,
 - Moving goods and products more quickly and efficiently
 - Providing alternatives to highways where feasible.
- 18) List all State Assembly members and Assembly Districts within the project study area.
- 19) List all State Senators and Senate Districts within the project study area.

2001/2003 Division of Transportation Planning – Grant Application

PROPOSAL SCHEDULE & FUNDING (this sample Project Development Schedule is for only one year)

*Proposal must contain the following elements in any format (8.5 x 11).
Can be more than one page (two years).*

Project Title:	System Wide Ridership Survey																		
	Fund Source						Fiscal Year 2001												
TASKS	Responsible Party	Cost Total	Grant (%)	Local (%)	In-kind (%)	Other \$ (%)	JULY	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	Deliverable Product
RFP Consultant selection, Start-up	MTA	\$1,355	\$1,200	\$155			X	X	X	X									RFP & Consultant Selected
Data Collection, review existing data and documentation	Consultant	\$4,066	\$3,600	\$466						X									Traffic counts, accident data, ped & bicycle data
Public Workshops, Surveys	Consultant	\$10,844	\$9,600	\$1,244									X	X	X				Public Comments
Final Review/Final Product	Consultant	\$10,844	\$9,600	\$1,244												X	X	X	Completed Area Transportation Study
TOTALS		\$27,109	\$24,000	\$3,109									X						

SAMPLE

WORK ELEMENT OR PROJECT SUMMARY SHEET

Work Element ____ - System Wide Ridership Survey

Objective

To conduct a countywide ridership survey of all MTA fixed routes, intra-community routes, inter-city inland routes, coastal routes and the three Dial-A-Ride service, to determine current ridership demographics and to collate statistics into a database to build historical information to be used for future transit planning.

Discussion

The MTA is a Joint Powers Agency (JPA) formed in 1976 by the County of Mendocino and four incorporated cities: Fort Bragg, Point Arena, Willits and Ukiah. MTA's public operation consists of three general public Dial – A- Rides, and eleven fixed bus routes (intra-city, inter-city and inter county). MTA provides transit services within Mendocino County and connects residents with key transit centers in Santa Rosa, located in Sonoma County.

The last system-wide on board survey of bus and Dial-A-Ride passengers was conducted in January 1995. Since that time we have added new service and we have never had a comprehensive profile of our Dial-A-Ride passengers. We also have before us numerous requests to add additional services including a fixed route within the city of Willits and between the community of Talmage and the City of Ukiah. Current passenger profile information is aging and updated data is required to adequately evaluate changes in population and demographics to plan the level and distribution of service.

Previous Work Completed

Since the last system-wide on board survey was conducted in 1995, various passenger profile surveys have been conducted through several planning projects and/or to gather information about a specific service area or route.

Tasks

	<u>% of Work</u>	<u>Cost \$</u>
____ .01 Consultant Selection and Start-up	5%	_____
____ .02 Review of Existing Data and documentation	15%	_____
____ .03 Conduct On Board Surveys	40%	_____
____ .04 Produce Final Report and Database Software	40%	_____
TOTAL	100%	

Products

1. Passenger profile for all services.
2. Analysis of potential markets and the strategies to reach those markets.
3. Survey information entered into a database program for future comparisons and analysis.
4. Draft Final Reports

Revenues

Expenditures

Transportation Development Act	\$3,109 (11.47%)	MTA Staff	\$2,711 (10%)
FTA Section 5313(b)	\$24,000 (88.53%)	Consultant	\$24,398 (90%)

Total	\$27,109 (100%)	\$27,109 (100%)
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FTA Section 5313(b) Grant Program Supplemental Questions (50pts)

(Required for FTA Section 5313(b) Transit Grant Applicants-Concise Answers Please)

- (1) Rural Transit Systems Benefit: how would this proposal result in increased efficiency, use and expansion of rural and small urban public transit systems (transit service area not part of a designated urbanized area over 50,000 population)? **(This question pertains to the Transit Technical Planning Assistance Element only).**
- (2) Statewide or Regional Benefit: how would this proposal result in improved transit planning activities, have applicability to multiple areas of the state, and/or provide a consistent process for transit operators statewide? **(This question pertains to the Statewide Planning Studies Element only).**
- (3) Staff Training Benefit: how would this proposal result in increased efficiency, and further the resolution of problems confronting public transportation as it relates to the education of current and future employees? **This question pertains to the Transit Professionals Development Element only).**
- (4) Critical Need: The anticipated benefits of the proposal must result in improvements to the state or regional transportation system. What are the projected improvements to the State and/or regional improvements? Indicators of critical need may include:
 - Improved public involvement and consensus efforts including government-to-government relations.
 - Enhanced ability to plan or operate, collect data on, and provide information about state, regional or local transportation systems.
 - Improved ability to plan and implement transportation services, systems and projects.**This question pertains to all of the above.**



Environmental Justice Grant Program Supplemental Questions (50pts)

(Required for EJ Grant Applicants-Concise Answers Please)

- (1) How does this proposal help promote environmental justice in your community and in your community's transportation planning and decision-making?

Example: How does this proposal contribute to participatory and context sensitive planning and project development? How does this proposal contribute to improved transportation systems in your community?

- (2) Does this proposal duplicate or overlap any environmental studies, plans or documents that are normally associated with project development under NEPA or CEQA?

Example: Is any part of this proposal intended to meet any requirements under NEPA or CEQA to expedite project delivery?

- (3) How does this proposal improve economic vitality and encourage partnerships between businesses and community organizations for low-income and minority communities?

Example: Does any part of this proposal encourage more investments and stakeholder roles for businesses and community organizations in under-served communities?



Community Based Transportation Planning - Supplemental Questions (50pts)

(Required for Community Based Transportation Planning Grant Applicants-Concise Answers Please)

- (1) Describe how the project supports commonly understood livable community concepts such as: long-term sustainable economic growth; improved mobility and transportation choices for a wider range of users; and increased transit oriented development; mixed-use development; pedestrian/bicycle/transit linkages; jobs and housing balance; re-development or infill, and/or community-economic development.
- (2) What is (are) the specific transportation objective(s) of the project?
- (3) Describe how the project addresses a deficiency, conflict, or opportunity in coordinating land use and transportation.
- (4) Describe how the project will support or enhance a balanced, multi-modal transportation system that will provide significant community benefit.
- (5) Describe how the project provides benefits to an area beyond the immediate local community (regional/interregional).
- (6) Describe how the proposal provides benefits to communities by addressing potential redevelopment or infill area.
- (7) Describe how the project supports an increase in residential development or rehabilitation capacity; or revitalization of an area including residential land uses; or improvement of transportation service that would benefit residential land uses.
- (8) Will the project require more than one year to complete, why?
- (9) Does the project fund any detailed design, or other engineering qualified work, or environmental studies, plans or documents associated with project development under the National Environmental Policy Act (NEPA) or the California Environmental Quality Act (CEQA)?
- (10) Describe whether or not the project compliments (a) Caltrans project(s) in the area.
- (11) Describe how the project will induce additional community benefits, or help guide the overall project to the next level of planning, and/or form the basis with which additional support for the overall project can be obtained from other sources that result in improvements to the transportation system.



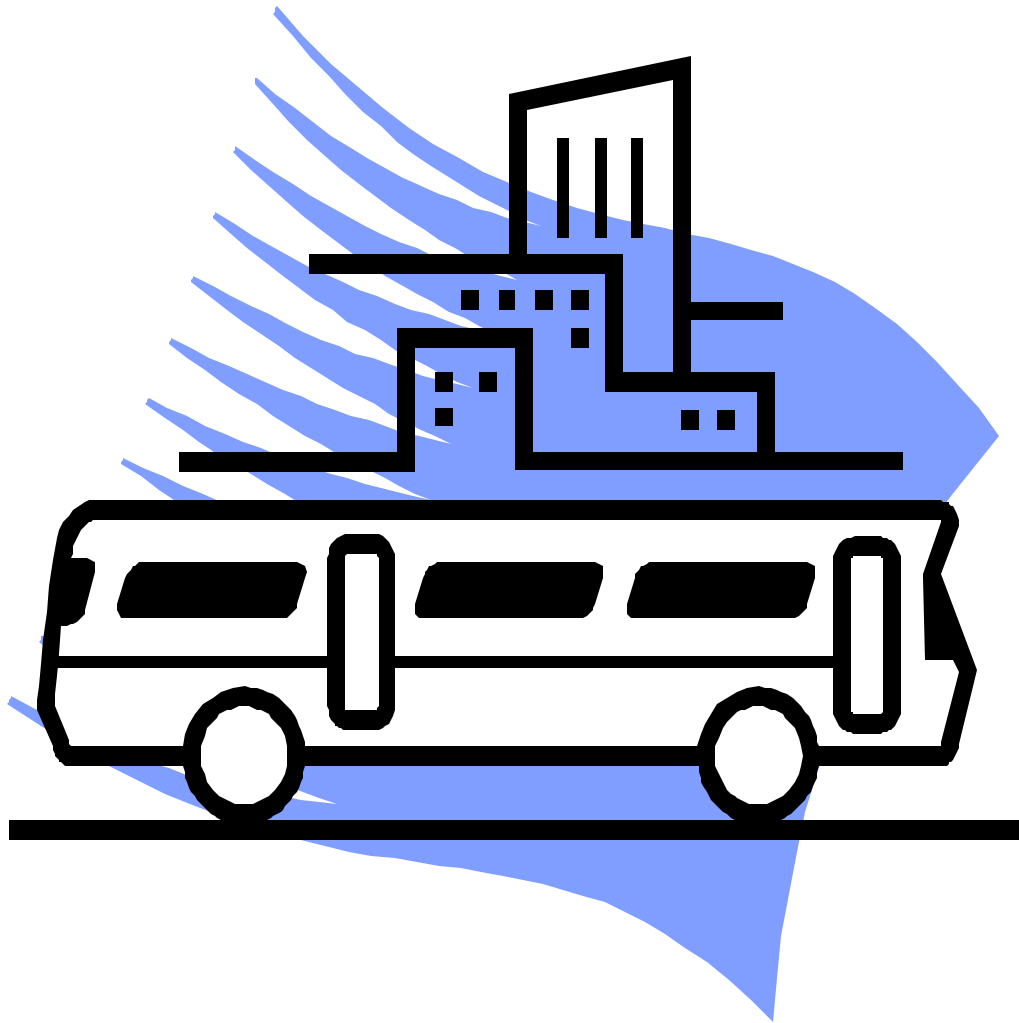
Partnership Planning – Supplemental Questions (50pts)

(Required for FHWA Partnership Planning Grant Applicants-Concise Answers Please)

- (1) Statewide Benefit or Multi-Regional Significance: how would the results of this proposal have applicability to multiple areas of the state and/or provide a consistent process for planning statewide?

- (2) Critical Need: The anticipated benefits of the proposal must result in improvements to the state or regional transportation system. What are the projected improvements to the State and/or regional improvements? Indicators of critical need may include:
 - Improved public involvement and consensus efforts including government-to-government relations.
 - Enhanced ability to plan or operate, collect data on, and provide information about state, regional or local transportation systems.
 - Improved ability to plan and implement transportation services, systems and projects.

- (3) Project is to be performed jointly by Caltrans District office and local/regional agencies (required for this element). Does the proposal include written commitment to active participation in the project from all parties involved?



Transit Planning Grants
FTA Section 5313(b) Funds



REQUEST FOR PROPOSALS
2001 - 2003 Division of Transportation Planning Grant
Federal Transit Administration Section 5313(b)

TRANSIT TECHNICAL PLANNING ASSISTANCE

The Federal Transit Administration (FTA) has authorized Caltrans to award grants to Metropolitan Planning Organizations and Regional Transportation Planning Agencies for the preparation of public transit and/or intermodal transportation planning projects showing benefit to the rural transit service areas of California (population 50,000 and under). Projects are typically one year but the proposal may be scoped for a two-year timeline. Grants will be extended by exception to a third year only with District and HQ approval.

ELIGIBILITY: Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Agencies (RTPAs) are eligible to participate in this program. Transit operators, public agencies, cities & counties, private non-profit organizations, community-based organizations, universities, and Native American Tribal Governments may apply through their local MPO/RTPA. Native American Tribal Governments and universities may be considered for direct contract with the Department dependent on the nature of the proposal and/or the ability to meet the administrative requirements for the fund source.

FUNDING: A total of \$478,806 will be available in FY 2001/02 and an estimated \$478,806 will be available in FY 2002/03 (pending state budget approval). The maximum amount per grant cannot exceed \$80,000. The matching basis for this program is 88.53 percent federal funds and 11.47 percent non-federal match.

PROJECT PROPOSALS: Project proposal forms can be obtained from the appropriate Caltrans District Transportation Planning Office and the Division of Transportation Planning web-site at: <http://www.dot.ca.gov/hq/tpp/Offices/Planning/>. Applicants must submit an original and 5 copies of their application (also one electronic version) to the appropriate Caltrans District Planning Office.

FINAL PRODUCTS: Final documents must be web-postable, electronically formatted and reproducible. All published reports funded through the grant program shall contain a credit reference on the cover or title page acknowledging the Federal Transit Administration. Any technology or inventions that may result from the use of these federal grants are in the public domain and may not be copyrighted, sold or used exclusively by any business, organization or agency.

FINAL FILING DATE: Project proposals must be received no later than close-of-business on **November 16, 2001.**

INFORMATION: Questions should be referred to the Caltrans District Transportation Planning Office.



REQUEST FOR PROPOSALS
2001 - 2003 Division of Transportation Planning Grant
Federal Transit Administration Section 5313(b)

STATEWIDE PLANNING STUDIES

The Federal Transit Administration (FTA) has authorized Caltrans to award grants to Metropolitan Planning Organizations and Regional Transportation Planning Agencies for the development of studies on transit issues having statewide or multi-regional significance to assist in reducing urban transportation needs and/or improving transit service. Projects are typically one year but the proposal may be scoped for a two-year timeline. Grants will be extended by exception to a third year only with District and HQ approval.

ELIGIBILITY: Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Agencies (RTPAs) are eligible to participate in this program. Transit operators, public agencies, cities and counties, private non-profit organizations, community-based organizations, universities, and Native American tribal governments may apply through their local MPO/RTPA. Native American Tribal Governments and universities may be considered for direct contract with the Department dependent on the nature of the proposal and/or the ability to meet the administrative requirements for the fund source.

FUNDING: A total of \$878,806 will be available in FY 2001/02 and an estimated \$878,806 will be available in FY 2002/03 (pending state budget approval). The maximum amount per grant cannot exceed \$300,000. The matching basis for this program is 88.53 percent federal funds and 11.47 percent non-federal match.

PROJECT PROPOSALS: Project proposal forms can be obtained from the appropriate Caltrans District Transportation Planning Office and the Division of Transportation Planning web-site at: <http://www.dot.ca.gov/hq/tpp/Offices/Planning/>. Applicants must submit an original and 5 copies of their application (also one electronic version) to the appropriate Caltrans District Planning Office.

FINAL PRODUCTS: Final documents must be web-postable, electronically formatted and reproducible. All published reports funded through the grant program shall contain a credit reference on the cover or title page acknowledging the Federal Transit Administration's financial participation. Any technology or inventions that may result from the use of these federal grants are in the public domain and may not be copyrighted, sold or used exclusively by any business, organization or agency.

FINAL FILING DATE: Project proposals must be received no later than close-of-business on **November 16, 2001.**

INFORMATION: Questions should be referred to the Caltrans District Transportation Planning Office.



REQUEST FOR PROPOSALS
2001 - 2003 Division of Transportation Planning Grant
Federal Transit Administration Section 5313(b)

TRANSIT PROFESSIONALS DEVELOPMENT

The Federal Transit Administration (FTA) has authorized Caltrans to award grants to Metropolitan Planning Organizations and Regional Transportation Planning Agencies for training of transit planning professionals and student internships. A public or private training entity with expertise in the public transportation industry shall provide employee training (not by in-house staff). Projects are typically one year but the proposal may be scoped for a two-year timeline. Grants will be extended by exception to a third year only with District and HQ approval.

ELIGIBILITY: Metropolitan Planning Organizations (MPOs) and Regional Transportation Planning Agencies (RTPAs) are eligible to participate in this program. Transit operators, public agencies, cities & counties, private non-profit organizations, community-based organizations, universities, and Native American tribal governments may apply through their local MPO/RTPA. Native American Tribal Governments and universities may be considered for direct contract with the Department dependent on the nature of the proposal and/or the ability to meet the administrative requirements for the fund source.

FUNDING: A total of \$300,000 will be available in FY 2001/02 and an estimated \$300,000 will be available in FY 2002/03 (pending state budget approval). The maximum amount per grant cannot exceed \$50,000. The matching basis for this program is 88.53 percent federal funds and 11.47 percent non-federal match.

PROJECT PROPOSALS: Project proposal forms can be obtained from the appropriate Caltrans District Transportation Planning Office and the Division of Transportation Planning web-site at: <http://www.dot.ca.gov/hq/tpp/Offices/Planning/>. Applicants must submit an original and 5 copies of their application (also one electronic version) to the appropriate Caltrans District Planning Office.

FINAL PRODUCTS: Final documents must be web-postable, electronically formatted and reproducible. All published reports funded through the grant program shall contain a credit reference on the cover or title page acknowledging the Federal Transit Administration's financial participation. Any technology or inventions that may result from the use of these federal grants are in the public domain and may not be copyrighted, sold or used exclusively by any business, organization or agency.

FINAL FILING DATE: Project proposals must be received no later than close-of-business on **November 16, 2001.**

INFORMATION: Questions should be referred to the Caltrans District Transportation Planning Office.



Environmental Justice Grant

State Highway Account Funds



REQUEST FOR PROPOSALS
2001 - 2003 Transportation Planning Program Grant
State Highway Account Funds

ENVIRONMENTAL JUSTICE

The State Highway Account (SHA) has provided funding that enables Caltrans to award grants to assist Metropolitan Planning Organizations (MPOs), Regional Transportation Planning Agencies (RTPAs), cities, counties, transit agencies, private non-profit organizations, community-based organizations and Native American tribal governments for planning and transportation enhancements related to low-income and minority communities.

Such organizations will have the opportunity to apply for one-time funding. The project proposal may be scoped for a two-year timeline. Please note: environmental studies, plans or documents associated with project development under NEPA or CEQA are not eligible for these grants. Actual project construction and procurement are also ineligible for this grant. These grants may not be used for construction projects or the procurement of construction materials.

ELIGIBILITY: Regional Transportation Planning Agencies (RTPAs) or Metropolitan Planning Organizations (MPOs) Cities and Counties may apply as applicants. Cities, counties, universities, Native American Tribal Governments, transit agencies, private sector entities, private non-profit organizations, and community-based organizations must have an RTPA or MPO as a co-applicant.

FUNDING: A total of \$3,000,000 will be available in FY 2001/02 and an estimated \$3,000,000 will be available in FY 2002/03 pending state budget approval. Funding for this program requires a maximum of 90 percent State grant funds (cannot exceed \$300,000) and a minimum 10 percent local contribution (including up to 5% in-kind contribution). These percentages are based on the **total project cost**.

PROJECT PROPOSALS: Project proposal forms can be obtained from the appropriate Caltrans District Planning Office and the Division of Transportation Planning web-site at: <http://www.dot.ca.gov/hq/tpp/Offices/Planning/>. Applicants must submit a complete project proposal directly to the Division of Transportation Planning Headquarters and one copy to the appropriate Caltrans District Planning Office. Please complete the application as per the instructions and return to the address identified below:

Department of Transportation
Reza Navai, Chief
Office of Policy Analysis and Research
Division of Transportation Planning, MS 32
P.O. Box 942874
Sacramento, CA 94274-001

Please call Norman Dong at (916) 651-6889 or Robert Cervantes at (916) 653-3635 if you have any questions about applying for an Environmental Justice Demonstration Grant.



REQUEST FOR PROPOSALS -Continued
2001 - 2003 Division of Transportation Planning Grant

State Highway Account Funds

Please complete a 2001 - 2003 Division of Transportation Planning Grants Package Application (Pages 14 through 20), a draft OWP Work Element, if applicable (page 22) and the Supplemental Questions (Page 24).

FINAL PRODUCTS: Final documents must be web-postable, electronically formatted and reproducible. All published reports funded through the grant program shall contain a credit reference on the cover or title page acknowledging the California Department of Transportation's participation. Any technology or inventions that may result from the use of these federal grants are in the public domain and may not be copyrighted, sold or used exclusively by any business, organization or agency.

FINAL FILING DATE: The Division of Transportation Planning must receive Project proposals in Caltrans Headquarters no later than close-of-business on **November 16, 2001.**

INFORMATION: Questions should be referred to the Division of Transportation Planning in Caltrans Headquarters.



Environmental Justice Grant Program

The Environmental Justice Grant Program is intended to provide grants to assist Metropolitan Planning Organizations (MPOs), Regional Transportation Planning Agencies (RTPAs), cities, counties, private non-profit organizations, community-based organizations and Native American Tribal Governments in planning and transportation enhancements related to low-income and minority communities. Environmental justice promotes public participation in planning and decision-making, particularly for minority and low-income communities, to prevent or mitigate disproportionate, adverse environmental, economic, health, and social impacts of transportation projects while improving mobility, quality of life and economic vitality in under-served communities.

Examples of transportation-related uses for these grants include:

Examples of types of planning projects include :

- Identify transportation needs and concerns for low-income and minority communities, the elderly and disabled populations
- Identifying and involving diverse populations in transportation decision-making
- Demographic and other technical analysis for transportation planning purposes and to identify potentially affected populations
- Safety assessment of the transportation infrastructure
- Feasibility studies for transportation systems and facilities to enhance mobility and access
- Community development and revitalization plans with a transportation component
- Enhancing inter-agency cooperation for advancing environmental justice
- Equity, siting, accessibility and impact analysis of transportation projects
- Interpretive materials and services in primary languages
- Promoting private-sector partnerships to enhance economic vitality and equity
- Promoting and adapting new technology to improve mobility and access
- Promoting energy efficiency in transportation (e.g., transit, pedestrian, bicycle, alternative fuels and internet usage)
- These grants are intended to develop practical guidelines and applications for environmental justice to the greatest extent possible. Academic research and modeling are not being stressed in this grant program.
- Please note: environmental studies, plans or documents normally required for project development under NEPA or CEQA are not eligible for these grants. Actual project construction and procurement of construction materials are not eligible for these grants.



Community Based Transportation Planning

State Highway Account Funds



REQUEST FOR PROPOSALS
2001 - 2003 Division of Transportation Planning Grant
State Highway Account Funds

COMMUNITY BASED TRANSPORTATION PLANNING

The purpose of the Community Based Transportation Planning (CBTP) Grant Program is for Caltrans to fund transportation/land use planning projects having national or statewide significance. Projects should support livable community concepts, such as: long-term sustainable economic growth, improved mobility and transportation choices for a wider range of users, and increased transit oriented development, mixed-use development, pedestrian/bicycle/transit linkages, jobs and housing balance, re-use or infill/compact development and/or community/economic development. Projects must have a defined transportation objective, and address a deficiency, conflict, or opportunity in coordinating land use and transportation planning. Letters or resolutions of support from governmental jurisdictions within the study area are strongly encouraged for all proposals. Project proposals must include a comprehensive public participation plan, and must demonstrate the implementation of this plan throughout the project. The project proposal may be scoped for a two-year timeline.

Please note: Projects that include preliminary scoping of potential environmental issues for subsequent analyses, and/or conceptual level design work may be awarded a grant funding. However, detailed design or other engineering qualified work, and environmental studies, plans or documents associated with project development under the National Environmental Policy Act (NEPA) or the California Environmental Quality Act (CEQA) **are not** eligible activities for funding from this grant program.

ELIGIBILITY: The following may submit proposals as applicants or co-applicants: Metropolitan Planning Organizations (MPOs), Regional Transportation Planning Agencies (RTPAs), Cities and Counties. The following may submit proposals only as co-applicants: Native American Tribal Governments, Non-Profit Organizations/Community Based Organizations, Transit Operators, Universities, or Caltrans Districts.

FUNDING: A total of \$3,000,000 will be available in FY 2001/02 and an estimated \$3,000,000 will be available in FY 2002/03 pending state budget approval. Funding for this program requires a maximum of 80 percent State grant funds (cannot exceed \$300,000) and a minimum 20 percent local contribution. These percentages are based on the **total project cost**.

PROJECT PROPOSALS: Project proposal forms can be obtained from the appropriate Caltrans District Transportation Planning Office and the Division of Transportation Planning web-site at: <http://www.dot.ca.gov/hq/tpp/Offices/Planning/>. Applicants must submit an original and 5 copies of their application (also one electronic version) to the appropriate Caltrans District Planning Office.



REQUEST FOR PROPOSALS

2001 - 2003 Division of Transportation Planning Grant State Highway Account Funds

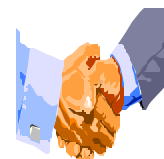
FINAL PRODUCTS: Final documents must be web-postable, electronically formatted and reproducible. All published reports funded through the grant program shall contain a credit reference on the cover or title page acknowledging the California Department of Transportation's financial participation. Any technology or inventions that may result from the use of these federal grants are in the public domain and may not be copyrighted, sold or used exclusively by any business, organization or agency.

FINAL FILING DATE: Project proposals must be received no later than close-of-business on **November 16, 2001.**

INFORMATION: Questions should be referred to the appropriate Caltrans District Transportation Planning Office.



Partnership Planning Grant
FHWA State Planning & Research Funds



REQUEST FOR PROPOSALS

2001 - 2003 Division of Transportation Planning Grant Federal Highway Administration SP&R

PARTNERSHIP PLANNING ELEMENT

The purpose of the Partnership Planning Element is for Caltrans and Metropolitan Planning Organizations/Regional Transportation Planning Agencies/Native American Tribal Governments to jointly perform fund transportation planning studies having statewide benefit and/or multi-regional significance. The anticipated benefits of the proposal must result in improvements to the State or regional transportation system. These benefits may include: (1) Improved public involvement and consensus efforts including government-to-government relations; (2) Enhanced ability to plan or operate, collect data on, and provide information about state, regional or local transportation systems; (3) Improved ability to plan and implement transportation services, systems and projects. The project proposal must be scoped for one-year only.

ELIGIBILITY: Metropolitan Planning Organizations, Regional Transportation Planning Agencies, Native American Tribal Governments are eligible to participate in this program. Proposals must be submitted jointly with Caltrans.

FUNDING: A total of \$847,700 will be available in FY 2001/02 and an estimated \$847,700 will be available in FY 2002/03 (pending state budget approval). The maximum amount per grant cannot exceed \$300,000. The matching basis for this program is 80 percent federal funds and 20 percent non-federal local match.

PROJECT PROPOSALS: Project proposal forms can be obtained from the appropriate Caltrans District Transportation Planning Office and the Division of Transportation Planning web-site at: <http://www.dot.ca.gov/hq/tpp/Offices/Planning/>. Applicants must submit an original and 5 copies of their application (also one electronic version) to the appropriate Caltrans District Planning Office.

FINAL PRODUCTS: Final documents must be web-postable, electronically formatted and reproducible. All published reports funded through the grant program shall contain a credit reference on the cover or title page acknowledging the Federal Highway Administration financial participation. Any technology or inventions that may result from the use of these federal grants are in the public domain and may not be copyrighted, sold or used exclusively by any business, organization or agency.

FINAL FILING DATE: Project application materials must be received at the appropriate Caltrans District Office no later than close-of-business on **November 16, 2001.**

INFORMATION: Questions should be referred to the appropriate Caltrans District Transportation Planning Office.